ACT OF INCORPORATION,

BY-LAWS

AND

LIST OF MEMBERS,

OF THE

Ottawa Natural History Society.

ESTABLISHED, 1864.

OTTAWA:
PRINTED BY HUNTER, ROSE & CO.
1865.

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LIBRARY
NATIONAL MUSEUM
OF CANADA

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ACT INCORPORATING

THE

Ottawa Natural History Society.

29-30 Vic. Cap. cxl. Assented to, 15th August, 1866.

Preamble.

WHEREAS N. B. Webster, M. A., the Reverend T. D. Phillipps, M. A., J. Thorburn, M. A., Edward VanCortlandt, M. D., D. McGillivray, M. D., John Langton, M. A., S. Rathwell, James Ogilvy and Wm. White, have, by their petition to the Legislature, represented that the Society of which they are members, known as the Ottawa Natural History Society, has for several years been organized for the prosecution of the study of Natural History, Science and Literature; and whereas, they have prayed by the said petition that, for the better attainment of the objects of the said Society, it may be invested with corporate powers, and by reason of the good effected by the Society, it is expedient to grant the prayer of the said petition: Therefore, Her Majesty, by and with the advice and consent of the Legislative Council and Assembly of Canada, enacts as follows:

Incorporation.

1. The said N. B. Webster, M. A., the Reverend T. D. Phillipps, M. A., J. Thorburn, M. A., Edward Van Cortlandt, M. D., D. McGillivray, M. D., John Langton, M. A., S. Rathwell, James Ogilvy, and William White, and such other persons as are now members of the said Society, or shall hereafter become members thereof under the provisions of this Act, and the By-laws made under the authority thereof, shall be, and they are hereby constituted a body politic and corporate by the name of the "Ottawa Natural History Society," and by that name shall have perpetual succession and

Corporate name and general powers.

all the powers vested in corporations generally by the Interpretation Act, and shall have power to purchase, take, receive, hold and enjoy, such real estate as may be required for the actual occupation of the said Corporation, and to alienate, sell, convey, lease and otherwise dispose of the same, or any part thereof, from time to time, as the occasion may require, and to acquire other in the stead thereof; provided always, that the clear annual income of the real estate held by the said corporation at any one time shall not exceed four thousand dollars.

Proviso: real property limited.

Committee of management.

2. The affairs and business of the said Corporation shall be managed by a Committee of Management, consisting of a President, a first and a second Vice-President, a Curator, a Treasurer, a Corresponding Secretary and a Recording Secretary, who, together with two other members chosen by the Society and duly elected annually at the annual meeting of the said Corporation, held in conformity to the By-laws thereof, shall constitute the Council of the said Society; and any three members of the said Council, called together by proper authority, shall constitute a quorum thereof for the despatch of business.

Quorum.

By-laws.

3. It shall be lawful for the said Corporation to make By-laws for the admission and expulsion of members and for the proper administration of the affairs of the Corporation, and to repeal and amend the same, from time to time, in accordance with the provisions of the By-laws of the Corporation in that behalf; provided that no By-law shall be valid until it shall have been approved at a regular meeting of the Society, of which due notice shall have been given, and at which not less than seven members shall be present.

Proviso.

Present By-laws continued.

4. The By-Laws of the said Society, in so far as they are not repugnant to the laws of this Province, shall be the By-laws of the Corporation hereby constituted, until they shall be repealed, or altered, as aforesaid.

Present officers continued.

5. Until others shall be elected according to the By-laws of the said Corporation, the present officers of the Society shall be those of the Corporation constituted by this Act.

Returns to the Legislature.

6. The said Corporation shall at all times, when required so to do by the Governor or by either branch of the Legislature, make a full return of all property, real and personal, held by it, with such details and information as may be by the Governor or either branch of the Legislature demanded.

Public Act.

7. This Act shall be deemed a Public Act.

ORDER OF BUSINESS.

1.—The Chair shall be taken at 7.30 o'clock p.m., from 1st May to 1st November, and 7 p.m., during the remaining months of the year.

2.—The minutes of the last meeting shall be read.

3.—Reports and Communications, received by the Secretary, shall be read.

4.—Reports of the Council shall be read.

5.—Donations and additions to the Museum or Library shall be exposed on the table and noticed by the presiding officer.

6.—Motions shall be made and any miscellaneous business transacted.

7.—Candidates proposed at the last previous meeting shall be balloted for; and the nam es of candidates proposed for ballot at the next meeting be announced.

8.—The essay for the evening shall then be read, and time being allowed for conversation thereon, the Society shall adjourn.

BY-LAWS

OF THE

Ottawa Natural History Society.

MEMBERS.

Members.

1. The Society shall consist of Associate, Corresponding and Honorary Members.

Associate members.

2. The Associate Members shall be those gentlemen who, at the date of the Act of Incorporation, are members of the Society, and such others as may, from time to time, be elected in accordance with the By-laws.

Election of Associate and Corresponding members.

3. Persons desirous of becoming Associate or Corresponding Members may be proposed and seconded, such proposal to be in writing, by any members of the Society at any regular meeting thereof, and at the next succeeding regular meeting shall be declared duly elected, provided they receive the affirmative ballots of not less than two-thirds of the members present.

Election of Honorary members.

4. The Council may propose the names of any persons of distinguished attainments in Natural History, Science or Literature, for Honorary Membership, at any regular meeting of the Society, and at the next succeeding regular meeting, such persons shall be declared to have been duly elected Honorary Members, provided they receive the affirmative ballots of at least two-thirds of the members present.

Honorary and Corresponding members not to vote.

5. Honorary and Corresponding Members shall be entitled to the free use of the Library and Museum, and to attend the meetings of the Society, but shall not be entitled to vote thereat.

Absent members may resume membership on return.

6. Members absent from Ottawa twelve or more consecutive months, shall be exonerated from the payment of the dues accruing during such absence, provided all arrears be paid up previous to such absence, and may resume their active membership on their return.

Entrance Fee and Subscription of Associate members.

7. Associate Members shall sign the Constitution and shall pay an entrance fee of one dollar, and a semi-annual subscription of one dollar, which shall be due at the regular meeting of January and July, and any member in arrear shall be ineligible for office and shall not be entitled to vote at any election of officers or for the admission of members.

Not to vote if in arrear.

Resignation of members.

8. Members may resign on acquainting the President of the Society, in writing, of their intention to withdraw. Such members, on resigning, shall be liable for, and shall forthwith pay all arrears, including the annual payment for the current half year, that may be due to the Society.

No entry to be made of rejected applicants for membership

9. No entry of the rejection of any person by the ballot that may take place for his admission as a member, shall be made in the minutes of the Society's proceedings.

Expulsion of members.

10. Members may be expelled from the Society for any flagrant act of disrespect to the officers, or wilful disregard of the rules and regulations of the Society, or for any other improper conduct, whereby they may have rendered themselves unworthy of belonging to the Society.

Extraordinary General Meeting necessary for expulsion of a Member.

11. Expulsion shall take place only pursuant to a resolution of the Society, adopted at an extraordinary general meeting, convened for the purpose, and by the votes of at least two-thirds of the members present.

12. Expelled members shall be held liable for their arrears of semi-annual payments due to the Society up to the period of expulsion. Expelled members to pay arrears.

13. Members who shall pay the sum of fifty dollars, in commutation of their annual subscriptions, shall be considered as Life Members of the Society, and shall be exempt from any further payment. Life membership.

14. The principal sum received in commutation of the annual payments of members shall be funded by the Council, and the interest alone shall be available for the current expenses of the Society. The mode of investing such sums shall be left to the Council. Payments of Life members to be funded.

Meetings.

15. The Society shall meet on the last Friday of every month throughout the year, when the chair shall be taken at 7.30 o'clock, p.m., 1st May to the 1st November, and at 7, p.m., from November to May, and such meetings shall be the regular meetings of the Society, at which the order of business shall be as follows :— Regular meetings of the Society.

Order of Business.

1. The chair shall be taken at 7.30 o'clock, p.m., from 1st May to 1st November, and at 7, p.m., during the remaining months of the year.

2. The minutes of the last meeting shall be read.

3. Reports and communications, received by the Secretary, shall be read.

4. Reports of the Council shall be read.

5. Donations and additions to the museum or library shall be exposed on the table and noticed by the presiding officer.

6. Motions shall be made and any miscellaneous business transacted.

7. Candidates proposed at the last previous meeting shall be balloted for; and the names of candidates proposed for ballot at the next meeting, be announced.

8. The essay for the evening shall then be read, and time being allowed for conversation thereon, the Society shall adjourn.

Annual Meeting.

16. The regular monthly meeting in October shall be considered the annual general meeting of the Society, at which in addition to the ordinary business, the Annual Report of the Council shall be read and the election of officers for the ensuing year shall take place.

Meetings of Council.

17. The Council shall be convened at the call of the President, or, in his absence, at that of either of the Vice Presidents, or by the Recording Secretary.

Special Meetings.

18. Special meetings of the Society may be called at any time by the Council.

OFFICERS.

Officers of the Society.

19. The officers of the Society shall be a President, two Vice-Presidents, a Treasurer, a Recording Secretary, a Corresponding Secretary, and a Curator and Librarian. The election of officers shall take place annually at the monthly regular meeting in October.

Election of Officers.

Election to be by ballot.

20. The election shall be by ballot of the members present, and the candidate receiving the highest number of votes shall be declared elected.

Members entitled to vote.

21. A list of the members qualified to vote at the election of officers shall be furnished, by the Recording Secretary, to the Presiding Officer, before the chair is taken at the annual meeting, and such list shall be certified by the Treasurer.

Officers retiring from office.

22. Every Officer of the Society on going out of office, shall within one month thereafter, transfer and

deliver over all documents and matters, in his charge, to his successor in office.

23. The duties of the respective officers shall be : Duties of Officers.

1. The President shall preside at all meetings of the Society, and shall maintain the integrity of the Constitution and By-laws of the Society at all such meetings. He shall preserve good order and decorum, regulate the debates, and cause the order of proceeding, prescribed by the rules, to be observed. He shall countersign all cheques drawn by the Treasurer. He shall not vote as a member except at elections, but in case of equal divisions on questions before a meeting, he shall have the casting vote. President.

2. The Vice-Presidents respectively in the order of precedence, shall have the same duties as the President during his absence. Vice-Presidents.

3. The Recording Secretary shall keep correct minutes of the proceedings of the Society at all meetings. He shall have the care and custody of all records, papers, and documents not otherwise appropriated, and have the care of and attend to the transmission of notices of election of new members. He shall give public notice of all meetings of the Society, at least twenty-four hours previous to the time of holding the same. He shall also notify the Members of the Council when its meetings are to take place, and shall take and preserve correct minutes of the proceedings of the said Council at each of its meetings. He shall also notify every officer elected, who may have been absent at the time of his election, of his appointment, within one week of such election. He shall also notify Associate Members of their election within one week thereafter. He shall have care and custody of the roll of the By-laws and the common seal of the Society. Recording Secretary.

4. The Corresponding Secretary shall maintain and Corresponding Secretary.

conduct the correspondence of the Society. He shall keep copies of the letters written on the business of the Society, and have the care and custody of all letters and communications addressed to the Society. He shall notify Corresponding and Honorary Members of their election within one week thereafter, and acknowledge all donations made by those who are not members of the Society, within one week after the same have been received and presented.

Treasurer.

5. The Treasurer shall take charge of the funds of the Society, and attend to the collection and payment of moneys. He shall lodge in the name of the Corporation, immediately, and as he may receive the same, all moneys received in behalf of the Society, in such Bank as the Council may from time to time direct. He shall make no payment except by order of the Council, nor withdraw any moneys from the Bank except by cheques signed by him and countersigned by the President. He shall lay his Bank-book before the Council whenever they may require it. He shall grant receipts in a printed form, to be bound up in separate books, for all payments made to the Society on account of the semi-annual contributions of the members, as well as any commutation payment they may make. The books shall be laid before the Society at their regular meetings, and before the Council whenever they may require it. He shall keep clear and detailed statements of receipts and expenditures, and submit the same at the Regular Monthly Meetings of the Society, and also to the Council at their meetings. At the Annual Meeting of the Society in October, he shall render a general account of receipts and payments made, on account of the Society, during the past year, accompanied by vouchers, shewing the actual cash balance in hand on the first of October, up to which date his accounts shall be made up. He shall also make up a detailed statement of the arrears due by members, and of all debts, bonds, and other securities that may be due and owing to

the Society. Also a statement of debts or claims, if any, remaining unpaid and due by the Society at that date.

6. The Curator and Librarian shall have the care and custody of the objects in the different departments of Natural History, Mechanical Arts, Manufactures, Inventions, Natural and Artificial Curiosities, Philosophical, Astronomical, Chemical and Mathematical Instruments and apparatus, and of all Books, Manuscripts, Maps, Charts, Plans, Diagrams, Prints, Engravings, Paintings and other objects, and shall arrange and classify the same in the best manner possible according to his judgment. Curator and Librarian.

24. The Corresponding Secretary, Treasurer Curator, and Librarian shall severally report in writing at the Annual Meeting of the Society the transactions which may have occurred in their respective departments during the year. Certain Officers to report annually.

25. The officers of the Society, with two other Associate Members to be elected at the Annual General Meeting, shall form the Council, and shall be the executive body of the Society. In that capacity the Council shall superintend and direct the execution of all orders of the Society; order the payment of all claims, superintend the execution of the duties assigned to the respective officers and others in the employment of the Society; authorize and direct the purchase of such additions as may be deemed advisable to be made to the Library, Museum and apparatus; appoint guardians of the premises and property of the Society, fix their salaries or wages, and order their payment; authorize and direct the purchase of such stationery and other articles as may be necessary for the use of the Society. They shall also prepare an Annual Report of the proceedings of the Society, and submit the same at the Annual General Meeting of the Society in October. They shall direct and order all other matters to be attended to that may be deemed by them necessary for the advantage, well-being, and prosperity of the Society. The Council. Duties of the Council.

Quorum of Council.

26. Three Members of the Council, one of whom must be the President, or one of the Vice-Presidents, of the Society, shall be a quorum of the Council for the transaction of business.

Auditors, when to be appointed.

27. A Committee of three Associate Members, not of the Council, shall annually be appointed, by ballot, at the Monthly General Meeting of the Society in September, to examine and audit the Treasurer's accounts and statements for the year to end 1st October next ensuing. And the Council shall report thereon at the Annual Meeting in October.

GENERAL REGULATIONS.

Enactment or amendment of By-laws.

28. No By-law shall be enacted or amended, except at the Regular Meeting of the Society succeeding the Regular Meeting at which notice of such enactment or amendment shall have been given, in writing, by an Associate Member of the Society, and such enactment or amendment shall require the affirmative vote of two-thirds of the Members present.

Decisions to be by majority of votes present.

29. All decisions, unless otherwise provided for by the By-laws of the Society, shall be by a majoriy of the votes of the Members present.

Regulation of Debates.

30. When a Member speaks on a question, he shall rise and address the Chair, and no person shall speak twice on any question, except in explanation, or by leave of the Chair.

LIST OF MEMBERS

OF THE

Ottawa Natural History Society.

Patron.

His Excellency the Right Honorable the Viscount MONCK, Governor General of British North America, &c., &c., &c.

Honorary Members.

AUSTIN, THOS., Hammonton, New Jersey.
BILLINGS, E., F.G.S., Montreal.
BOVELL, JAMES, M.D., Toronto.
CHAPMAN, E. J., Ph. D., Toronto.
DAWSON, J. W., LL.D., F.R.S., F.G.S., Montreal.
HINCKS, Rev. Wm., F.L.S., Toronto.
HIND, H. Y., M.A., Windsor, Nova Scotia.
HUNT, T. S., M.A., LL.D., F.R.S., Montreal.
LOGAN, SIR W. E., LL.D., F.R.S., F.G.S., Montreal.
PROVANCHER, the Abbé, Portneuf, C.E.
SMALLWOOD, C., M.D., LL.D., Montreal.
WILSON, DANIEL, LL.D., Toronto.

Associate Members.

Billings, B.
Burritt, H. O.
Cameron, Hon. M.
Christie, Samuel.
Cochrane, J. T. C.
Cochrane, Augustus.
Codd, A., M.D.

Codd, D.
Cross, Thomas.
Currier, J. M., M.P.P.

Daniel, Robert.

Fletcher, E. T.

Grant, J. A., M.D., F.G.S.
Griffin, W. H.

Harington, T. D.
Harvey, Arthur, F.S.S.
Hay, George.
Hay, William.
Henry, W. J., M.D.
Hill, H., M.D.

Jones, Rev. T. Bedford, M.A., LL.D.

Langton, J., M.A.
LeSueur, W. D., B.A.
LeSueur, P.

McCarthy, H. F.
McGee, Hon. T. D.
McGillivray, D., M.D.
McLardy, Rev. H. J.
McPherson, J. P.
Manuel, John.
Massey, W. M.
Matheson, D.
Meredith, E. A., LL.D.
Morgan, H. J.

Nesbit, Rev.——.
Nettle, Richard.
Nicoll, Thomas.

Ogilvy, James.

Pennock, J. T.
Phillipps, Rev. T. D., M.A.

Rathwell, Samuel.
Reynolds, Thomas.
Robinson, Hiram.
Rose, G. Maclean.
Ross, Thomas.
Russell, A. J.

Sauvé,——, M.D., Buckingham.
Schaffranck, Rev. Dr., Arnprior.
Skead, Hon. James.
Skinner, Joseph.
Slater, J. D.
Snow, J. A.
St. Jean, P., M.D.

Thompson, Phillip.
Thorburn, John, M.A.

Van Cortlandt, Edward, M.D.

Walker, W. H.
Webster, N. B., M.A.
White, William.
Wolff, J. F., M.D.
Wood, O. C.
Worthington, Thomas.